

Four Corners Air Quality Task Force

Task Force Work Group Process Guide

February 2006

Task Force Mission

To develop a broad range of mitigation options for the Four Corners region that will result in improved air quality.

Pollutants of concern may include ozone, nitrogen oxides, sulfur dioxide, carbon monoxide, mercury, particulate matter, volatile organic compounds, hazardous air pollutants, greenhouse gases and any others that the participants wish to consider.

Air Quality issues of concern may include, but are not limited to, public health, visibility and other resources impacted by atmospheric deposition of pollutants, climate variation, and PSD increments for nitrogen dioxide, particulate matter and sulfur dioxide.

Work Group Charters

Oil & Gas: The Oil & Gas work group is charged with analyzing emissions mitigation strategies for this industrial sector. For each mitigation strategy, the work group will document, to the extent possible given the group's timeframe and resources, the following: Description of the Strategy, Implementation, and Feasibility.

Power Plants: The Power Plant is charged with analyzing emissions mitigation strategies that can be achieved by power plants, both existing and proposed. For each mitigation strategy, the work group will document, to the extent possible given the group's timeframe and resources, the following: Description of the Strategy, Implementation, and Feasibility.

Other Sources: The Other Sources work group is charged with analyzing emissions mitigation strategies from all industrial, residential and transportation sectors that have emissions that significantly impact air quality in the Four Corners region. This work group will not work on oil and gas or power plant mitigation strategies. For each mitigation strategy, the work group will document, to the extent possible given the group's timeframe and resources, the following: Description of the Strategy, Implementation, and Feasibility.

Monitoring: The monitoring workgroup will review information provided on existing monitoring networks, and then identify data gaps and options for additional monitoring in cooperation with the other work groups. A gap analysis and trends analysis will be the basis for identifying options for additional monitoring. The monitoring workgroup will identify potential funding sources and develop a holistic monitoring strategic plan for the region.

Cumulative Effects (formerly Modeling): Using existing information, the cumulative effects work group will assist the source work groups to understand current and future air quality conditions in the region. The cumulative effects workgroup will also assist the other work groups in performing their analysis of the mitigation strategies that are being developed, within the scope of the Task Force's timeframe and resources. This work group will also suggest ways for filling technical gaps and addressing uncertainties as identified by the other work groups.

Task Force Guiding Principles

- Share the desire to work proactively to reduce current and avoid future air quality impacts.
- Acknowledge there are a wide range of perspectives that are involved, and treat each other respectfully when differing opinions exist.
- Open to all proposals to maintain and improve air quality, and to address current and future needs.
- Use sound scientific analysis, where available, as the basis for understanding air quality issues. The lack of existing scientific analysis will not preclude the development of specific mitigations strategies.
- Ensure collaboration/interaction between Task Force work groups where appropriate.
- Value the concept of adaptive management (i.e., modify action based on learning) in air quality management.
- Consider social and economic values.
- Recognize the importance of consistent and on-going educational efforts to generate public support and awareness of air quality issues in the Four Corners region.
- The work of the Task Force and its final report will be seriously considered by the appropriate agencies and result in positive air quality impacts.

Task Force Parameters

- The development of a broad range of options is encouraged. Consensus or agreement on them is not necessary.
- To make best use of the time allotted, the Task Force will endeavor to complement the efforts of other existing air quality initiatives in the region, not duplicate them.
- The Task Force's options will be considered by the air quality regulating agencies, who will decide which options to recommend for implementation.
- Implementation of some options may require initiating the rule-making process, taking up to 3 years to complete.
- The Task Force deliberations will be limited to air pollution impacts and mitigation strategies available to source sectors in the Four Corners Region as defined in the work groups, and implementation issues related to those strategies.
- The Task Force has limited resources at its disposal for monitoring and modeling, and will seek to utilize existing or new analysis by other entities wherever possible.

Outline for the Source Work Groups

1. Review technical background material provided to the Task Force
 - a. Consider relevancy to the work group's charter
 - b. Develop list of any questions and/or additional needs
 - c. Coordinate with Monitoring and Cumulative Effects work groups as necessary
2. Brainstorm mitigation options (list all in notes)
 - a. Determine who is interested in working on which options
 - b. Divide into option development teams
 - c. Develop timeline for drafting options

3. For each Mitigation Option, write a section on the following, within the scope of the work group's limitations, including quantitative and/or qualitative analysis (1-2 pp. total):
 - a. Description of the mitigation option, including benefits (air quality, environmental, economic, other) and burdens (on whom, what)
 - b. Description of how to implement
 - i. Mandatory or voluntary
 - ii. Indicate the most appropriate agency(ies) to implement
 - c. Feasibility of the option
 - i. Technical (coordinate with Cumulative Effects work group)
 - ii. Environmental (coordinate with Cumulative Effects work group)
 - iii. Economic
 - d. Background data and assumptions used
 - e. Any uncertainty associated with the option
 - f. Level of agreement within the Work Group for the option
4. Develop Work Group Report for Task Force
 - a. Combine all options documents
 - b. Work group review all options for clarity, consistency of format and completeness
 - c. Make revisions to options documents as needed
 - d. Submit as one of the five sections (one per work group) of the Task Force Report for review
 - e. Make revisions to the work group sections based on comments received
 - f. Submit final work group product for Task Report compilation